



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

AZ # 227-08

MEMORANDUM

To: School Health & Nutrition Program Sponsors

From: Kristine Anderson, Administrative Services Officer
Arizona Department of Education, School Health & Nutrition Programs

Date: April 11, 2008

RE: Annual Renewal of Food Service Management Company Contracts for FY 08-09

This is a reminder, that according to our records your school has a current Food Service Management Companies (FSMC) annual contract that will be expiring soon. If you want to exercise the renewal option in your contract you will need to submit the following information to Arizona Department of Education (ADE) to renew the current contract.

1. A current signed copy of the certification regarding suspension and debarment (FSMC only)
2. A current signed copy of the certification regarding lobbying (FSMC only)
3. A signed copy of the amendment with any changes noted

Please submit a signed copy of the amendment to ADE for review and approval prior to beginning food service operations. A completed on-line application must also be approved to receive reimbursement for claims. Please contact your assigned program specialist for more information.

If you have any questions regarding this memo, please contact me at (602) 542-6208 or Kristine.Anderson@azed.gov